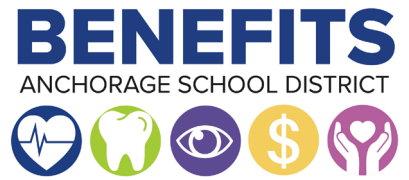


For AEA, Bus and Custodians
Your benefits at Anchorage School District



BENEFITING YOU EVERY DAY





This overview is a summary of your benefits as an eligible Anchorage School District employee. We have worked closely with our benefits consultant, Alliant, to provide you with a comprehensive, cost-effective benefits package. Alliant has created this overview to help you better understand your plans and choices. Each section contains important information, so please read this overview carefully.

Your Benefits at Anchorage School District

- Basic Life/AD&D / Supplemental Life/AD&D - Dependent Life Insurance
- Flexible Spending Account (FSA)
- Employee Assistance Program (Bus and Custodians through the District)
- Voluntary Benefits
- Mandatory Retirement Plans
- ASD 403(B)/457(B) Supplemental Retirement Plans

This overview is designed to help you better understand your plans and choices.

Please note that this overview is a summary of benefits provided by the District. For a complete description of your health insurance benefits, refer to your individual Trust.

Basic Benefit Provider Contacts

| BENEFIT | PROVIDER | TELEPHONE | WEBSITE | GROUP NUMBER |
|--|---|--------------|---|---|
| BenefitSpot Website Support | TRI-AD | 877-874-3213 | asdk12.benefitspot.com/Contact | ASD |
| Flexible Spending Account | TRI-AD | 877-874-3213 | asdk12.benefitspot.com | ASD |
| Employee Assistance Program (Bus & Local 71) | Aetna Resources for Living | 888-866-4827 | resourcesforliving.com Username: AnchorageSD Password: ARFL | 737480 |
| Voluntary Benefits | The Hartford | 888-212-8484 | | DGL-805780 |
| Member Assistance Program (AEA Only) | Support Linc | 888-881-5462 | supportlincmap.com | |
| Mandatory Retirement - PERS/TRS | State of AK Division of Retirement & Benefits Member Services | 800-821-2251 | doa.alaska.gov/drb/ | PERS/TRS |
| DCR Retirement Plans & 403b/457b Plans | Empower Retirement | 800-232-0859 | empowermyretirement.com | PERS: 98214-04 TRS: 98214-05 403(b): 93399-01 457(b): 93399-02 |

YOUR BENEFITS PORTAL

BENEFITSPOT

BenefitSpot

All ASD employees will login to BenefitSpot to sign-up for ASD benefits within 45 from their date of hire. You can also report qualifying life events (QLE), make election changes during open enrollment, enter life insurance beneficiaries, find information on ASD benefit providers, and make other benefit related changes within this platform. All life insurance and flexible spending account (FSA) elections will occur in this platform for AEA, Bus and Local 71. The Benefits Department is available to support ASD staff in navigating benefit questions and any portal related issues. Note: Employees in these bargaining units that meet the eligibility criteria will have their health insurance provided and offered to them directly through their union trust, not ASD.

New Hires/Bargaining Unit Change/Newly Benefits Eligible:

Newly hired employees or newly benefits eligible employees will receive a welcome email to their ASD email within 10-15 business days after their date of hire/eligibility. **Employees must log into BenefitSpot and submit elections within 45 calendar days from their date of hire/change.** Enrollment is time sensitive and should be addressed as soon as possible. If no election is entered employees will automatically default to a “waived” election.

Check your ASD email (For assistance with ASD emails, contact the ASD Help Desk at 907-742-4615). An email invitation to enroll in eligible benefits will be sent to your ASD email account from asdk12benefits@tri-ad.com. **ACTION IS REQUIRED!** Make your benefit elections within 45 days from your date of hire/eligibility. If you have not received your invitation to enroll in benefits within 15 business days, please contact the Benefits Department as soon as possible.

How to access BenefitSpot:

Single sign-on (SSO) when connected to the Anchorage School District network:

1. Go to “My Apps”, click on the BenefitSpot™ icon;
2. Select the “Benefits Enrollment” tile. You will be pre-authenticated and will not be required to enter a username and password.

Access the Anchorage Benefits Portal Directly:

1. Go to <https://asdk12.benefitspot.com>. The first time you visit the website, you will need to register to create your personal username and password. Thereafter, use the login credentials you established when you registered for the website.
2. Select the “Benefits Enrollment” tile on the home screen and choose the “Start Here” button to begin your enrollment.

Finalize Your Enrollment: Even though your elections are saved as you go, they DO NOT become finalized until you click on “Approve” and “I Agree” at the end of the election process. Be sure to print and save a copy of your benefits summary.

Other activities BenefitSpot can be used for:

- Eligibility & ASD benefit coverage
- New hire enrollment
- ASD Open Enrollment changes/elections
- Report a qualifying life event
- Update life insurance beneficiaries
- Submit claims for FSA

Contact for:

BenefitSpot access & registration issues FSA reimbursement or issues with cards

Email: asdk12benefits@tri-ad.com

Phone: 877-874-3213

Hours: Monday-Friday, 4:00AM-5:00PM

COST OF COVERAGE PER PAY PERIOD

Health Insurance Premium Rates for Employees Paid Monthly (Sept - June; 10 pay periods)

*The below rates reflect the cost of 12 months of coverage for employees indicated by the 1/10th rate. For mid-year hires, the rates are adjusted for the remaining pay periods and is indicated by the 1/12th rate.

| | AEA – PUBLIC EDUCATION HEALTH TRUST | | | | | |
|-----------------------|-------------------------------------|----------|-------------------------|----------|--------------------------|----------|
| | MEDICAL/DENTAL PLAN C/B | | MEDICAL/DENTAL PLAN F/B | | MEDICAL/DENTAL HDHP PLAN | |
| | 1/10th | 1/12th | 1/10th | 1/12th | 1/10th | 1/12th |
| Employee Only | \$657.25 | \$547.71 | \$287.22 | \$239.35 | \$143.63 | \$119.69 |
| Employee + Spouse | \$788.22 | \$656.85 | \$367.61 | \$306.34 | \$195.79 | \$163.16 |
| Employee + Child(ren) | \$744.76 | \$620.63 | \$332.87 | \$277.39 | \$166.43 | \$138.69 |
| Employee + Family | \$875.72 | \$729.77 | \$415.92 | \$346.60 | \$219.98 | \$183.32 |

Phone: 907-274-7526 **Website:** www.pehtak.com/index.php

Health Insurance Premium Rates for Employees Paid Bi-Weekly (Sept - June; 20 pay periods)

*The below rates reflect the cost of 12 months of coverage for employees indicated by the 1/20th rate. For mid-year hires, the rates are adjusted for the remaining pay periods and is indicated by the 1/24th rate.

| | CUSTODIANS LOCAL 71 – PUBLIC EDUCATION LOCAL 71 TRUST FUND | | | |
|-------------------|--|----------|---------------------|---------|
| | MEDICAL BLUE PLAN | | MEDICAL YELLOW PLAN | |
| | 1/20th | 1/24th | 1/20th | 1/24th |
| Employee Only | \$75.00 | \$62.50 | \$- | \$- |
| Employee + Family | \$150.00 | \$125.00 | \$45.00 | \$37.50 |

Phone: 907-276-7611 **Email:** trust@local71trust.org **Website:** www.local71.com/benefits

Teamsters Bus – Alaska Teamster Employer Welfare Trust

*For benefit rates please contact Teamsters.

Phone: 907-751-9700 **Email:** benefits@959trusts.com **Website:** www.959trusts.com

BASIC LIFE/AD&D HIGHLIGHTS

Life insurance is provided to all regular full-time and part-time employees. If you have loved ones who depend on your income for financial support, you are probably aware of the importance of life and AD&D (accidental death & dismemberment) protection. Life insurance pays your beneficiary a benefit, should you die and AD&D insurance pays a benefit, should your death result from an accident OR if you are severely injured in an accident. Age may affect coverage levels.

We are offering you Basic Life/AD&D insurance through The Hartford. Enrollment is automatic and Anchorage School District pays the full cost for your coverage. You only need to designate a beneficiary. For more information about your specific life/AD&D benefit, see the chart on page 5 or contact the Benefits Department at BenefitsDept@asdk12.org.

SUPPLEMENTAL LIFE/AD&D HIGHLIGHTS

You may be eligible to enroll in supplemental life/AD&D insurance through The Hartford. If you need additional life insurance to meet your financial needs, you can purchase voluntary life insurance through after-tax payroll deductions. Should you leave Anchorage School District, you can elect to continue this coverage.

See the Life Insurance chart on page 5 to determine if you are eligible and to see the formula used to calculate your costs.

Evidence of Insurability: If you enroll when you are first eligible, you can request up to the guaranteed issue amount for yourself without providing proof of good health. If you request coverage for yourself after you are first eligible, you will need to submit proof of good health for all amounts of coverage requested.

DEPENDENT LIFE HIGHLIGHTS

You are eligible to purchase \$10,000 of life insurance for your eligible spouse and dependent children through after-tax payroll deduction. The annual employee premium is \$24 and is deducted from the first paycheck of the school year in September. The employee premium is prorated for mid-year hires.

To enroll or make changes to your supplemental Life/AD&D or dependent life plans, please contact the Benefits Department at BenefitsDept@asdk12.org.

LIFE/AD&D INSURANCE CHART

| EMPLOYEE GROUP | DISTRICT PROVIDED LIFE/AD&D | EMPLOYEE SUPPLEMENTAL LIFE/AD&D | DEPENDENT LIFE |
|--|---------------------------------------|--|--|
| AEA | 3x Annual Salary Maximum \$100,000 | Can purchase supplemental coverage equal to difference between 3x Annual Salary and the basic \$100,000 coverage to maximum of \$300,000 | Available as follows: Spouse - \$10,000 Child(ren) - Live birth through age 26, if unmarried - \$10,000/each |
| Bus Drivers/ Attendants | 3x Annual Salary Maximum \$300,000 | Not Available | Available as follows: Spouse - \$10,000 Child(ren) - Live birth through age 26, if unmarried - \$10,000/each |
| Custodians (Public Employees Local 71) | 3x Annual Salary Maximum \$50,000 | Can purchase supplemental coverage equal to difference between 3x Annual Salary and the basic \$50,000 coverage to maximum of \$300,000 | Available as follows: Spouse - \$10,000 Child(ren) - Live birth through age 26, if unmarried - \$10,000/each |

Note: Coverage is subject to change based on collective bargaining unit agreements. Contact the Benefits Department at BenefitsDept@asdk12.org for the most current coverage information.

Example for employee earning \$37,500 per year with District-provided maximum of \$100,000

- $\$37,500 \times 3 = \$112,500$ rounded to \$113,000
- $\$113,000 - \$100,000 = \$13,000$
- $\$13,000 \times .000217 = \2.82 monthly $\times 12 = \$33.85$ per year
- $\$33.85$ annual premium $\div 10 = \$3.39$ per month, September through June for monthly
 $\$33.85$ annual premium $\div 20 = \$1.69$ per biweekly paycheck September through June

Example for employee earning \$30,500 per year with a district-provided maximum of \$50,000:

- $\$30,500 \times 3 = \$91,500$ rounded to \$92,000
- $\$92,000 - \$50,000 = \$42,000$
- $\$42,000 \times .000217 = \9.11 monthly $\times 12 = \$109.32$ per year
- $\$109.32$ annual premium $\div 10 = \$10.93$ per month, September through June
 $\$109.32$ annual premium $\div 20 = \$5.47$ per biweekly paycheck September through June

FLEXIBLE SPENDING ACCOUNT (FSA)

Flexible Spending Accounts (FSAs) allow you to save by setting aside money pre-tax to pay for qualified out-of-pocket expenses. We offer both a Healthcare and Dependent Care Flexible Spending Account through TRI-AD.

You can enroll in the FSA during your initial enrollment period and during the annual open enrollment. You must re-enroll each year and you can designate an amount, up to the annual account maximums. This amount will be deducted from your paycheck on a pre-tax basis throughout the plan year. You can use your FSA debit card to pay for qualified healthcare and dependent care expenses. Make sure you keep your receipts and explanation of benefits in the event that TRI-AD or the IRS requests additional information on a transaction. You can use your FSA debit card to pay for qualified healthcare and dependent care expenses.

Your coverage and debit card access will terminate on your termination date. You have 90 days from your term date to submit any claims for qualified expense incurred from your coverage start date to your last day of employment only. Qualified expenses incurred after your last day of employment are not eligible for reimbursement. Claims filed after 90 days from the last day of employment will be denied. Any unclaimed funds are forfeited.

Healthcare FSA

This plan allows you to pay for qualified out-of-pocket healthcare expenses with pre-tax dollars. You may access your entire annual election from the first day of the plan year.

Qualified expenses include medical, dental or vision costs including plan deductibles, copays, coinsurance amounts and non-covered healthcare costs for you and your tax dependents.

HEALTHCARE FLEXIBLE SPENDING ACCOUNT

Annual Minimum: \$300

Annual Maximum: \$3,200

Dependent Care FSA

This plan allows you to pay for qualified out-of-pocket dependent care expenses with pre-tax dollars. It is important to note that you can access money only after it is placed into your dependent care FSA.

Qualified expenses may include daycare centers, in-home child care and before or after school care for your dependent children under age 13 while both you and your spouse (if applicable) work or go to school full time. Other individuals may qualify if they are considered your tax dependents and are incapable of self-care.

All caregivers must have a tax ID or Social Security number. This information must be included on your federal tax return. If you use the dependent care reimbursement account, the IRS will not allow you to claim a dependent care credit for reimbursed expenses.

Consult your tax advisor to determine whether you should enroll in this plan.

DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT

Annual Minimum:
\$300

Annual Maximum \$5,000
(\$2,500 if married and filing separately)

Important Considerations

- Expenses must be incurred between 7/1/2024 and 6/30/2025 and submitted for reimbursement no later than 9/30/2025.
- Elections cannot be changed during the plan year, unless you have a qualified change in family status.
- Unused amounts will be forfeited at the end of the plan year, so it is important that you plan carefully.
- FSA funds can be used for you and your tax dependents only.
- You can obtain reimbursement for qualified expenses incurred by your spouse or tax dependent children, even if they are not covered on the Anchorage School District health plan.
- You cannot obtain reimbursement for eligible expenses for a domestic partner or their children, unless they qualify as your tax dependents. Consult your tax advisor about the tax status of your dependents.



EMPLOYEE ASSISTANCE PROGRAM (EAP)

Each person's life includes its own unique set of challenges. To help you cope with these challenges, we offer the School Employee Assistance Program through Aetna's Resources for Living. Enrollment is automatic and Anchorage School District pays the full cost for your coverage. This program is available to you and your household members beginning on your date of hire.

Benefits include confidential access to trained counselors any time, day or night, for assistance with:

- Marital and family issues
- Depression and anxiety
- Problems with substance abuse
- Financial, Legal and ID Theft issues
- Balancing work and home
- Child and elder care referrals

Simply call 1.888.866.4827 and a counselor will assist you. The EAP provides up to 6 free visits per issue for you and your family members, with a Licensed Mental Health Provider who is skilled in assessing your concerns. Counseling sessions are available via phone, televideo or face-to-face.

You can also visit resourcesforliving.com (Username: AnchorageSD, Password: ARFL) for a range of tools and resources on behavioral health and worklife balance topics.

*Please note: AEA members are offered a Member Assistance Program through the Public Education Trust Fund and Support Linc. For additional information regarding this program, contact 888-881-LINC(5462) or visit their website: www.supportlincmap.com

VOLUNTARY BENEFITS

Anchorage School District has partnered with The Hartford to offer employees a suite of income protection options.

The Hartford is proud to be an industry leader in Group Benefits. As part of The Hartford's Culture of Caring, the solution-oriented claims process is made up of over 400 compassionate medical professionals, ready to assist you and your family with personalized, considerate care when you need it most. They are committed to helping protect you and those you love.

Eligible employees may elect benefits that fit their personal situation. Cost is deducted from employee paychecks. Employees are encouraged to discuss coverage options with The Hartford prior to election.

Additional information and assistance is available by contacting The Hartford Benefits Support Team at 1-888-212-8484.

Disability Flex® Insurance

[Income Protection Benefits, tailored to your needs](#)

You can choose how soon benefit payments begin after an injury or illness, the benefit amount that is right for you, and how long payments continue if you remain disabled

This benefit allows elections in \$100 increments up to \$1,500 for a weekly benefit payout.

Accident Insurance

[Accidental Injury Benefits for you and your family](#)

Some of the benefits include:

- Ground ambulance benefit
- Medical appliance benefit
- Physical therapy benefit
- Diagnostic exam benefit
- X-ray benefit

This benefit provides a cash benefit for incidents related to a qualifying accident.

Long-Term Disability Insurance

[Long-term Income Protection Benefits to keep your financial footing](#)

Your plan pays 60% of your earnings up to a \$5,000 monthly maximum if you are unable to work due to a qualifying disability. Long-term Disability kicks in if you remain disabled past your DisabilityFlex® benefit.

Critical Illness Insurance

[Critical Illness Benefits for you and your family](#)

Enroll in \$10,000, \$20,000, or \$30,000 of coverage for yourself.

Some of the benefits include:

- Cancer
- Heart Attack
- Stroke

Critical Illness insurance offers benefits for 34 serious illness and related expenses.

MANDATORY RETIREMENT PLANS

State of Alaska Retirement

The Anchorage School District (ASD) participates in the retirement programs sponsored by the State of Alaska. Participation is mandatory for eligible ASD employees.

Public Employees' Retirement System (PERS)

Classified employees who work at least 15 hours per week are covered for retirement benefits as outlined in the applicable statutes related to PERS. Both ASD and the employee make contributions to PERS. The following employee groups are covered:

- Totem
- ACE (classified)
- Local 71 (custodians)
- Teamster Local 959 (student nutrition, bus, maintenance/warehouse)
- Exempt (classified)
- Non-Represented (classified)
- Certificated employees working an FTE of 0.40 to 0.49

Teachers' Retirement System (TRS)

Certificated employees working an FTE of .50 to 1.0 are covered for retirement benefits as outlined in the applicable statutes related to TRS. Both ASD and the employee make contributions to TRS. Participants of the TRS do not participate in Social Security. The following employee groups are covered:

- AEA
- APA
- ACE (certificated)
- Exempt (certificated)
- Non-Represented (certificated)

Defined Benefit Plan (DB)

doa.alaska.gov/drb/programs/help.html

For employees who first entered PERS or TRS prior to July 1, 2006:

The defined benefit plan is designed to offer a lifetime monthly benefit once retirement eligibility is reached. Retirement eligibility is based on the DB tier by either age if vested or by years of service. Benefits from the plan will be determined by a formula defined in statute unless a refund is requested. The formula comprises of a multiplier times the average monthly salary (AMS) times the total years of service at retirement. The multiplier increases at certain key points the longer an employee remains in service.

Defined Contribution Plan (DCR)

doa.alaska.gov/drb/programs/help.html

For employees who first entered PERS or TRS on or after July 1, 2006:

The Alaska PERS/TRS Defined Contribution Retirement Plan is a defined contribution plan governed by section 401(a) of the Internal Revenue Code. A portion of the employee's wages and an employer contribution are made to this plan pre-tax. The contributions, plus any changes in value (interest, gains and losses), minus any plan administrative fees or other charges are payable to the employee or their beneficiary at a future date. The PERS/TRS DCR Plan is a participant-directed plan with investment options offered by the plan. The providers of the investment options were selected by the Alaska Retirement Management (ARM) Board. The DCR Plan provides the option of selecting an investment management style based on the employee's comfort level of selecting investments. The plan is record-kept by Empower Retirement and an account is automatically established for the employee.

SUPPLEMENTAL RETIREMENT PLANS

Anchorage School District 403(B) and 457(B) Retirement Plans

All regular ASD employees, substitute teachers and temporary employees have the option to contribute to two supplemental retirement accounts. They are the 403(b) Defined Contribution Plan and the 457(b) Deferred Compensation Plan. These plans can be used to help employees save more for retirement or even lower their taxable income. The 403(b) and 457 have some similar features such as contribution limits, the type of money you can save: pre-tax and/or Roth, investments and loan options. Where they differ is when you can take out your money when the time comes. These plans are sponsored by the Anchorage School District and serviced by Empower Retirement.

Enrollment

You may enroll online using a plan enrollment code (PEC) or by paper enrollment form. A PEC or enrollment form can be obtained by emailing the ASD Benefits department at benefitsdept@asdk12.org or contacting Empower Retirement at 800-232-0859.

Employees may participate in both the 403(b) and 457(b) plan.

Employee Contributions

Participants may contribute 1% to 70% or \$10 up to the IRS limit for the calendar year. You may not contribute more than 70% per pay period.

Contributions can be made in before-tax or Roth (after-tax) dollars or a combination of the two money types.

Participants turning age 50 or older may contribute additional amounts as defined by the IRS.

Contribution limits are separate for each plan. Participants may contribute the maximum to each plan.

457(B) 3-year Special Catch-Up: Participants within 3 years of normal retirement age may contribute up to double the regular IRS maximum. Contact Empower for details.

Roth

The Roth option will give you the flexibility to designate all or part of your elective deferrals as Roth contributions. Roth contributions are made with after-tax dollars, as opposed to the pre-tax dollars you contribute to a traditional account. In other words, with the Roth option, you've already paid taxes on money you contribute. With the traditional invest account, your contribution is made on a pre-tax basis and you pay taxes only when you take a distribution.

Investment Options

A wide array of core investment options is available through the plans. Investment options are the same for both plans.

Each option is explained in further detail in your Plan's fund sheets. Investment option information is also available at empowermyretirement.com (Plan Number 93399-01 or 93399-02) or you can call the Voice Response System toll-free at 1-800-232-0859. The Web site and the Voice Response System are available to you 24 hours a day, 7 days a week.

Transfers and Allocation Changes

Use your Username and password to access empowermyretirement.com or you can use your Social Security number and password to access the Voice Response System. You can move all or a portion of your existing balances between investment options (subject to Plan rules) and change how your payroll contributions are invested.

Plan Fees

There is an asset based fee of 0.01083 that is calculated and deducted from your account monthly.

Distribution Fees

The benefit disbursement fee is \$0.

Investment Option Fees

Each investment option has an investment management fee that varies by investment option. These fees are deducted by each investment option's management company before the daily price or performance is calculated. Fees pay for trading of securities within the investment option and other management expenses.

Funds may impose redemption fees on certain transfers, redemptions or exchanges.

SUPPLEMENTAL RETIREMENT PLANS

Loans

Your Plan allows you to borrow the lesser of \$50,000 or 50% of your eligible total vested account balance. The minimum loan amount is \$1,000 and you have up to 60 months to repay your general purpose loan or up to 180 months if the money is used to purchase your primary residence.

There is also a \$50 origination fee for each loan, plus an ongoing annual \$25 fee deducted from your account at \$6.25/quarterly.

You may have one active 403(b) loan and one active 457(b) loan at any time. Loan balances are aggregated across all loans (403(b) and 457(b)) that are available through ASD retirement plans.

Rollovers

[403\(b\) Defined Contribution Retirement Plan](#)

Only Plan Administrator approved balances from an eligible governmental 457(b), 401(k), 403(b) or 401(a) plan or an Individual Retirement Account (IRA) may be rolled over to the Plan.

[457\(b\) Deferred Compensation Plan](#)

Approved balances from eligible governmental 457(b) plans only may roll over

As with any financial decision, you are encouraged to discuss moving money between accounts, including rollovers, with a financial advisor and to consider costs, risks, investment options and limitations prior to investing.

Withdrawals

[Qualifying distribution events are as follows:](#)

- Retirement
- Permanent disability
- Financial hardship (as defined by the Internal Revenue Code and your Plan's provisions)
- Severance of employment (as defined by the Internal Revenue Code provisions)
- Attainment of age 59½
- Death (your beneficiary receives your benefits)
- Transfer for purchase of service credit

[When you qualify for a withdrawal \(also known as a distribution, you have the following options available:](#)

- Deferred payment until you reach the age for a required minimum distribution
- Lump-sum payment (full or partial)
- Periodic payment
- 5, 10, and 15-year period-certain annuity
- Single life annuity
- Single life annuity with 10 or 15-year period certain
- 50% or 100% joint/survivor annuity
- Direct Rollover to another qualified or eligible plan

Ordinary income tax will apply to each distribution. Distributions from the 403(b) received prior to age 59½ may also be assessed a 10% early withdrawal federal tax penalty. Qualified Roth distributions are not subject to ordinary income tax provided the distribution occurs after you have reached age 59½ (or been disabled or died) and at least five years have passed since your first Roth contribution.

How do I get more information?

Contact the service provider, Empower Retirement at 1-800-232-0859 to schedule an appointment with a local representative.